

INSPECTION AND COMMAND SELF ASSESSMENT CHECKLIST

1. Does the Commander, CO or OIC aggressively support the Physical Readiness Program per OPNAVINST 6110.1G? ☐ Yes ☐ No
2. Is a Fitness Enhancement Program (FEP) available to members not meeting Physical Readiness Test (PRT) and or body composition assessment (BCA) standards? ☐ Yes ☐ No
3. Are physical fitness and nutrition education provided through FEP and General Military Training (GMT)? ☐ Yes ☐ No
4. Has a Command Fitness Leader (CFL) and assistant CFL(s) been appointed in writing? ☐ Yes ☐ No
5. Does the CFL meet the following criteria:
 - a. E-6 or above preferred. ☐ Yes ☐ No
 - b. CPR certified. ☐ Yes ☐ No
 - c. Completed NAVPERSCOM CFL training. ☐ Yes ☐ No
 - d. Achieved "Excellent-Low" or better on PRT. ☐ Yes ☐ No
 - e. Within maximum weight for height standards or less than 21% body fat (22% > 40) if male or 32% (33% > 40) if female.
☐ Yes ☐ No
 - f. Non-user of tobacco products. ☐ Yes ☐ No
6. Is there one assistant CFL appointed for every 25 members participating in PRT? ☐ Yes ☐ No
7. Does the command have at least two cardiorespiratory resuscitation (CPR) certified personnel to attend all PRTs?
☐ Yes ☐ No
8. Does the command maintain each member's PRT results in computer or paper file? ☐ Yes ☐ No
9. Is each member's PFA results forwarded to the appropriate Personnel Support Activity/Detachment/Personnel Office (PSA/PSD/PO) upon member's transfer? ☐ Yes ☐ No

INSPECTION CHECKLIST (CONT'D)

10. Are PFA results properly entered in member's FITREP or EVAL? ☐ Yes ☐ No
11. Does Command send all Command PFA results to NAVPERSCOM (PERS-651F) within 30 days of completing PRT? ☐ Yes ☐ No
12. Are all members provided the opportunity to attain and maintain satisfactory physical fitness and or BCA standards? ☐ Yes ☐ No
13. Is the physical readiness of members assessed twice each year, no less than 4 months apart? ☐ Yes ☐ No
14. Are all members properly notified in writing of the PFA dates at least 10 weeks prior to first PRT date? ☐ Yes ☐ No
15. Is the Physical Activity Risk Factor Questionnaire completed for inclusion in PHA? ☐ Yes ☐ No
16. Do all members have a current regular periodic physical examination prior to participating in the PRT? ☐ Yes ☐ No
17. Are members requiring medical evaluation and clearance referred to medical department prior to participating in PRT? ☐ Yes ☐ No
18. Do members not meeting BCA and or PRT standards participate in a FEP until passing two consecutive PFAs? ☐ Yes ☐ No
19. Are all members, officers and enlisted, who fail to meet Physical Readiness Program standards subject to the administrative actions outlined in OPNAVINST 6110.1G? ☐ Yes ☐ No
20. Are administrative actions for all members who do not meet Physical Readiness Program standards documented in a Page 13 or letter to member? ☐ Yes ☐ No
21. Does the command support referral of overweight members to Shipshape or a registered dietitian if available through the medical department? ☐ Yes ☐ No

INSPECTION CHECKLIST (CONT'D)

22. Do all members' FEP include a nutrition education component including distribution of NAVPERS 15602A, Navy Nutrition and Weight Control Self-Study Guide? ☐ Yes ☐ No

23. Does the CFL advise the chain of command on all Physical Readiness Program matters, particularly about members who need assistance in meeting standards or are in danger of being ineligible for reenlistment? ☐ Yes ☐ No

24. Does the CFL report existence of all injuries and illnesses attributable to Physical Readiness Program activities to command safety officer? ☐ Yes ☐ No

25. Does command safety officer report all injuries and illnesses attributable to Physical Readiness Program activities to COMNAVSAFECEN? ☐ Yes ☐ No

26. Does the CFL distribute health and fitness materials?
☐ Yes ☐ No

27. Does the CFL maintain updated health and physical fitness educational resources for use by command personnel?
☐ Yes ☐ No

28. Does the PSA/PSD/PO ensure Page 13s and letters to members reflecting failure to meet PFA standards are contained in field service record of member departing under permanent change of station orders? ☐ Yes ☐ No

29. Does the Morale, Welfare, and Recreation Department make facilities and professional staff available for administering PRTs, physical training, and FEP? ☐ Yes ☐ No

30. Does the Morale, Welfare, and Recreation Department provide assistance and support to local CFLs? ☐ Yes ☐ No

31. Does the Morale, Welfare, and Recreation Department ensure that healthy food choices are available at all Navy clubs?
☐ Yes ☐ No